

SECRET

BPAM-64-0741

9 SEP 1964

MEMORANDUM FOR: Director, Office of Logistics

THROUGH : Deputy Director (Support)

SUBJECT : Bureau of the Budget Circular A-66
"Reporting on Motor Vehicle Fleet"

1. Attached is subject circular which establishes criteria for the reporting of U.S. Government Motor Vehicles. In order to establish responsibility for the control, accumulation and preparation of this report annually, action in response to BOB Circular A-66 is assigned to your office for the past year column only. The current and budget year column data will be provided by OBPAM. Data should be provided to OBPAM sufficiently in advance of the due date, to allow the necessary review before forwarding to the Bureau of the Budget. Though much of the data is currently maintained by the Office of Logistics it may be necessary for you to establish additional reporting requirements by the other Agency components. Note that separate reports are required for vehicles in domestic areas and those in foreign countries.

2. The Bureau of the Budget initially extended the due date of this year's report to September 15 but in later discussions with the Bureau it has been agreed to submit the past-year data with the Agency's budget estimate (which includes current and budget year estimates) on September 30. In order for OBPAM to include this data in the motor vehicle schedule in the budget estimate, however, the data for the past year should be submitted to OBPAM by September 21. For further information or discussion on this subject, contact Deputy Chief, Budget Division.

(signed)

Chief, Budget Division
OBPAM

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